

SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING

REGULAR MEETING MINUTES

TUESDAY APRIL 15, 2025 @ 6:00 P.M.

Meetings will be audio recorded as per Village of Sundridge Procedural By-Law No. 2020-037 and recordings will be posted on the municipal website. The minutes will remain the official record of meeting.

PRESENT: Township of Joly: Budd Brown, Tom Bryson
Township of Strong: Jim Ronholm, Tim Bryson (electronic)
Village of Sundridge: Justine Leveque, Shawn Jackson (electronic)

REGRETS:

STAFF: Christine Hickey (Recording Secretary), Nancy Millar (Clerk Administrator – Village of Sundridge), Caitlin Haggart (Clerk Administrator – Strong Township), Jennifer Martin (Municipal Administrator – Township of Joly)

GUEST: Dr. Sarah MacKinnon, Larry Crossan

MINUTES

C1 Call to Order

The Chair called the meeting to order at 6:00 p.m.

Member Tim Bryson lost connection to the meeting.

C2 Approval of Agenda

Moved by: Justine Leveque

Seconded by: Budd Brown

THAT the agenda for the Regular Meeting of the Sundridge & District Medical Centre Committee on April 15, 2025, be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim			
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

C3 Declaration of Pecuniary Interest - None

C4 Deputations - None

C5 Presentations - None

C6 Approval of Minutes

a) Regular Meeting – March 18, 2025

Moved By: Jim Ronholm

Seconded By: Shawn Jackson

THAT the regular meeting minutes of the March 18, 2025 Sundridge & District Medical Centre Committee Meeting be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim			
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

b) Closed Meeting – March 18, 2025

Moved By: Jim Ronholm

Seconded By: Budd Brown

THAT the closed meeting minutes of the March 18, 2025 Sundridge & District Medical Centre Committee Meeting be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

C7 New Business

a) Medical Center Facility - Options for Reorganization (verbal)

Larry Crossan, Lexcor Business Lawyers

(Staff Report from March 18, 2025 meeting included in Agenda for reference)

Moved By: Jim Ronholm

Seconded By: Shawn Jackson

THAT the Sundridge and District Medical Centre Committee discussed options for reorganization of the Sundridge & District Medical Centre Committee;

AND THAT the Recording Secretary and designates be directed to summarize the information received on the Not for Profit and provide to respective councils for further review;

AND THAT Options for Reorganization of the Sundridge and District Medical Centre Committee be added to the Tri Council Agenda for further discussion

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

b) SDMC Consolidated Maintenance Listing

Moved By: Justine Leveque
Seconded By: Budd Brown

THAT the SDMC Consolidated Maintenance Listing dated April 15, 2025 be received.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

c) Medical Center – Water Pump Issue (verbal)

The Recording Secretary advised that there is air in the waterlines, Staff have been working with a Plumber on options available to resolve the issue. An estimate will be brought to the May 20 meeting for further direction.

Moved By: Jim Ronholm
Seconded By: Budd Brown

THAT the Sundridge and District Medical Centre Committee receive the update on the water pump issue at the Sundridge and District Medical Centre;

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		

Leveque, Justine	x
Ronholm, Jim	x
Bryson, Tom	x
CARRIED	

d) Medical Center – Remediation and Repair Update (verbal)

The Recording Secretary advised that the remediation and repair works is proceeding. The approved electrical and IT work were completed.

Moved By: Shawn Jackson
Seconded By: Justine Leveque

THAT the Sundridge and District Medical Centre Committee receive the update on the basement remediation and repair work at the Sundridge and District Medical Centre;

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

e) Medical Center – 2025 Medical Centre Budget Update (verbal)

The Recording Secretary advised that the RNPG Program was provided additional funding for the 2024-2025 program year. This funding was to be utilized by March 31, 2025. Upon further discussion with staff and the physicians it was confirmed that the \$23,170 received would be used towards reception wages for that time frame. Discussion ensued on the use of the funds as the budget has been approved for 2025. It was decided that the funds would be put towards completing more work in the basement to beautify the existing space. This work to include flooring, window coverings, washroom vanity and toilet and office furniture

Moved By: Budd Brown
Seconded By: Jim Ronholm

THAT the Sundridge and District Medical Centre Committee receive the update on the 2025 Medical Centre Committee Budget;

AND THAT the additional funds be used toward additional repair work in the basement.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		

Leveque, Justine	x
Ronholm, Jim	x
Bryson, Tom	x
CARRIED	

f) Additional Parking Lot – Signage for Staff Parking (verbal)

The Committee requested at the February 18th, 2025 meeting that the signage for staff parking be brought to the April meeting for discussion.

Moved By: Shawn Jackson
Seconded By: Tim Bryson

THAT the Sundridge and District Medical Centre Committee discuss Signage for Staff Parking in the additional parking lot;

AND THAT the Recording Secretary be directed to receive a quote on five staff parking signs, posts and confirm that the Village of Sundridge staff would be able to install signage and bring to next meeting for further direction.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

C8 Correspondence - None

C9 a) Accounts Payable – March 1 – March 31, 2025

Moved By: Justine Leveque
Seconded By: Jim Ronholm

THAT the Sundridge & District Medical Centre Accounts Payable for the Period of March 1, 2025 to March 31, 2025 in the amount of \$92,937.88 be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

b) Income Statement – Year to Date

The Recording Secretary advised that the Income Statement Report is being setup in the system as there was a change to the software used. The report will be completed for the May meeting.

Moved By: Budd Brown

Seconded By: Jim Ronholm

THAT the update from the Recording Secretary be received.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

C10 Announcements - None

C11 Notice of Future Motion - None

C12 Closed Session

Moved By: Justine Leveque

Seconded By: Budd Brown

THAT the Sundridge & District Medical Centre Committee hold a Closed Session meeting as provided for by Section 239 (2)(d) of the *Municipal Act*, 2001, as amended, and the Village of Sundridge Procedural By-law No. 2020-037 to deal with: labour relations or employee negotiations;

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

Moved By: Budd Brown

Seconded By: Shawn Jackson

THAT the Sundridge & District Medical Centre Committee now resume the regular portion of the meeting open to the public at 7:58 p.m. after having only discussed the matters they were permitted to under the resolution authorizing the public exclusion.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

C13 Adjournment

Moved By: Justine Leveque
Seconded By: Tim Bryson

THAT the Sundridge & District Medical Centre Committee now adjourn at 7:59 p.m. until the next regular meeting being May 20, 2025 or at the call of the Chair.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Leveque, Justine	x		
Ronholm, Jim	x		
Bryson, Tom	x		
CARRIED			

Tom Bryson, Chairperson

Christine Hickey, Recording Secretary